



## DEPARTMENT OF VETERANS AFFAIRS

Medical Center  
One Veterans Drive  
Minneapolis, Minnesota 55417



*2006 Recipient of a Robert W. Carey Achievement Award for organizational excellence*

To the Nursing Applicant:

The Minneapolis VA Medical Center is pleased to announce the continuation of its BSN/Preceptor Program for new graduates. Since you have expressed interest in this program, you have been selected to participate in the interviewing process, due to begin soon. A description of the program is as follows.

1. This is a new employee program for BSNs that will provide an opportunity for transition from the academic setting to the actual patient care environment.
2. The program will include general orientation followed by a lengthy preceptorship for a total period of three months
3. The new graduate would be placed with a BSN preceptor who has been prepared with specific training for this program. There may be unexpected times where a substitute preceptor would be used.
4. Acceptance to the program would be based on submitted information such as application, letters of reference, interview, transcript, and successful completion of the dosage calculation assessment.
5. A work style match assessment of new graduates and preceptors will facilitate compatibility (please complete form and return promptly).
6. The program will begin in January of each year. It will also be offered yearly in June. Initial orientation will be day shift, however, once placed with the preceptor, various shift work will be required.
7. As soon as you obtain your nursing license, please submit to the nurse recruiter before the start date, if possible. If you receive your license after the start date, you will need to submit it to the Human Resources office. Be advised that vacation accrual does not become active until you have been appointed as a permanent employee. The appointment process normally follows submission of the nursing license.
8. The new graduate will be evaluated at the close of the 3 month preceptorship for approved retention.
9. The new graduate may begin applying for positions within the facility after 2 months of VA employment. If positions are available on the unit where the new graduate is precepting, there is a high likelihood that placement can occur.
10. If there are no vacancies on the new graduate's unit at close of preceptorship, the VA may assign placement for the new graduate.
11. All selected new graduates will begin their unit assignment 3 months after start date.
12. If new graduate has been selected for a position, it is expected that the individual would retain employment in that area for at least one year.

I look forward to working with you in the future. Feel free to contact me if you have further questions.

Pam Snyder, Nurse Recruiter  
612-467-4382